

HAMILTON COUNTY AIRPORT AUTHORITY
SEPTEMBER 13, 2007

The Hamilton County Airport Authority met on Thursday, September 13, 2007 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. Secretary Rauch called roll and declared a quorum present of Allyn Beaver, Tom Kapostasy, Ted Moran, Don Silvey, and Tim Tolson.

Approval of Minutes

Kapostasy motioned to approve the minutes of August 2, 2007. Tolson seconded. Motion carried unanimously.

President's Report

Silvey reported that the Hamilton County Council approved our additional appropriation requests.

Committee Reports

Community and Public Relations

Mr. Warren White, Willow Marketing, stated he and Andrea Montgomery attended a workshop of the Hamilton County Convention and Visitor's Bureau (HCCVB) regarding the "Destination: Hamilton County" grant. There is a portion of the proposal presented to this Board that would not be eligible for the grant. White stated they will revise the grant proposal and he and Carl Winkler will work on the Letter of Intent which is due to the HCCVB October 1. Ms. Brenda Myers expressed an interest in including the airport in some of the HCCVB promotions. White requested approval and the President's signature on a letter to Ms. Myers encouraging the HCCVB partnering with the airport in their promotions. Silvey asked when will the revised proposal be due to the HCCVB? White stated the Letter of Intent is due October 1; the revised proposal will be given to Andrea (Montgomery) and Tim (Tolson) within the next two weeks. The grant will not pay for any promotions so the trade publication advertising has to be removed from the grant proposal. Kapostasy motioned to authorize the President to send this letter and for the President to review and approve modifications of the proposal on behalf of the Board. Tolson seconded. Motion carried unanimously. Discussion was held on who should attend the grant meeting; Tolson will contact Silvey with the meeting date and time.

Finance, Planning and Administration

Silvey stated the county council has approved the additional appropriations.

Site Development

Moran stated he has been active at the airport listening to the pilots in regards to the ILS System.

He was unable to attend the Westfield Economic Development meeting.

Operations

Moran stated airport operations are moving along, there are no major complaints that he is aware of.

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Indianapolis Executive Airport

FAA Facility Inspection

Andrea Montgomery reported the FAA held the facility inspection on the ILS (Instrument Landing System). The FAA wrote up the transmitter as being weak and the width meter erratic. Also the monitor for the Localizer is bad and does not pick up the signal. The Glideslope monitor can be upgraded to handle the Glideslope and Localizer in the same box for \$2,800.

When the Localizer is replaced the building it sits in will have to be moved 60 feet farther west to comply with current regulations.

The Glideslope flight test is scheduled for September 21. The facility inspection was completed with only one write up being that the crops are too tall. Mr. Bailey has been contacted and he will have the corn removed before September 21.

Dan Montgomery has recommended using ASMI for maintenance on the ILS. Gregg Webber will have to have training on the new ILS at a cost of \$7,000 along with purchasing a new test box at \$14,728. Webber's expenses from 8/1/06 to 8/31/07 have been approximately \$12,000.

ASMI has quoted \$100,368 for a new localizer. It will take 6-8 weeks for the shelter and 4 months after receipt of the order for electronics. The quote is good to September 30, 2007. ASMI will use their test box and are trained in the maintenance of the new system. The annual maintenance cost would be \$16,020 annually or \$1,335 per month.

Silvey asked if this will be an increased cost for next year? Mr. Chris Snyder stated for next year the cost would be \$19,000 for equipment maintenance for Greg Webber. ASMI has several technicians and his cost does not include the training that Webber would need. Snyder stated in his opinion he is not sure Webber should push the burden of the cost of training on the Airport Authority. Howard asked if Webber is an independent contractor? Snyder stated yes. Howard asked if he will have the potential to use that training somewhere else? Snyder stated yes. Howard asked what is in the budget for this work last year? Montgomery stated \$12,000. Montgomery stated it would be approximately \$36,000 one time cost next year as opposed to changing to ASMI at \$16,000 for one year. The following year the cost would be \$16,020. Snyder stated the maintenance decision does not need to be made tonight. Montgomery stated the contract for the new localizer in the amount of \$100,368 needs to be decided tonight? Silvey asked if ASMI is a current sub-contractor? Snyder stated he is a sub-contractor under the AIP-13 project. Silvey asked how much is that contract? Snyder stated it would be less than 10%. Howard stated this needs to be made an addendum to the current contract? Silvey asked what would be the amount of the change order for the contractor? Snyder stated he does not know that at this time, the contractor is permitted to mark up 10% for handling or he could assign it directly to the sub-contractor. Silvey motioned to authorize the negotiation for a change order to incorporate the ASMI quote of \$100,368 to be signed by the President as soon as it is prepared and upon receipt of the appropriation from the State. Tolson seconded. Rauch asked why there was a cost difference from the original proposal from ASMI of \$94,868? Snyder stated the quote

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was updated because the timing of the cost of the building had expired. Motion carried unanimously.

Westfield Economic Development

Montgomery stated she attended the Westfield Economic Development Breakfast and the airport was mentioned numerous time as an economic development tool for Westfield and the Westfield city officials would like to utilize the airport as much as possible.

Fundraisers

Indianapolis Executive Airport (IEA) raised over \$10,000 for various charities this summer.

AAI Conference

The AAI Conference is October 9-12, 2007 at Swan Lake Resort and Conference Center in Plymouth, Indiana.

Montgomery asked if IEA would sponsor a golf hole at the conference at the cost of \$125.00. Kapostasy motioned to authorize \$125 be paid from the county general fund as a sponsorship of the AAI Annual Conference. Tolson seconded. Motion carried unanimously.

Insurance Policy

Copies of the insurance policy declarations page has been given to Kim Rauch and Don Silvey.

Road Sign

The road sign has been removed for the new face. The new letters for the side of the canopy are being installed tomorrow and the road sign should be up next week.

Indiana Downs Syndrome

The date for next year's open house with the Indiana Downs Syndrome will be June 14, 2008.

GIS Upgrade

Kapostasy asked if Montgomery's will be taking care of the \$2,800 from the county funds? Silvey stated we have received approval of the appropriation for the crack seal repair and we were going to split that appropriation for the Glideslope. Snyder stated he has not measured for the quantity of crack seal repair but there should be enough funding to handle this expenditure. Snyder stated this monitor upgrade handles both the glideslope and localizer inside the electrical vault building. Moran asked who monitors it? Montgomery stated they monitor it in the terminal buildings. It is not monitored 24 hours. Moran stated we would have to send a declaration to the airport directory operation stating the glideslope is not monitored between the hours of midnight to 4:00 a.m. Montgomery stated that is the way it is now. Snyder asked who quoted the \$2,800? Montgomery stated ASMI. Snyder suggested ASMI look at that and identify the monitor's location and we could relocate the monitor but it could be more than \$2,800. Silvey stated if it is in the appropriated funds it could be rolled into the same contract discussed

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earlier. Snyder stated that could be done and recommended authorizing the \$2,800 but consideration that it could be re-located. Silvey amended is motion to cover the work quoted for \$100,368 and in addition the upgrade for the glideslope monitor that should be negotiated and wrapped in. Kapostasy asked about adding up to 10% additional contractor's fees and additional relocation? Silvey stated he is not saying \$100,000, he is saying the work covered by their quote of \$100,000. Tolson accepted the amendment and seconded. Motion carried unanimously.

Woolpert Engineering Report

AIP-12, Parallel Taxiway Design

Snyder stated the temporary permit approvals from the FCC for the Glide Slope have been denied. Snyder stated once a new Glide Slope is put up and flight checked the FAA is telling us it will take one to two months before they will release the approach plate. They are trying to minimize the amount of time that Montgomery Aviation and the pilots will be affected and they especially to not want to do that during the winter.

Moran asked how did the frequency get turned around and the wrong frequency sent to the FCC? Snyder stated the wrong frequency never got the FAA, we can not change the frequency. We made a modification to move the frequency, we never submitted the wrong frequency of the Glide Slope. Silvey asked if the document with the wrong frequency was on a pre-note, it was not part of the actual application? Snyder stated correct. Snyder stated he has done other FCC applications, there was confusion on which one was being submitted and which one was being modified. We were trying move it through quickly and we created a temporary permit with the FCC. It never had been filed with the FCC. The FCC would not permit us to file the application until we had the FAA release form, which is the air case number. It was sitting in the system but we never could submit it at this time. Snyder stated we never submitted an application because we never had an air space case number that we requested.

AIP-13, Parallel Taxiway Construction

Division "A" (Poindexter) has finished their work. They will finalize the change order on seeding, everything should be released in October.

Division "B" (Shelly & Sands) will begin crack seal repair on September 25. A final invoice will be presented at the October meeting.

Division "C" (Michiana) all work is completed except for the markings and new Glide Slope set-up.

FAA/INDOT Pay Request and Change Orders

Snyder requested approval of FAA/INDOT Pay Request #4 in the amount of \$87,336. Tolson motioned to approve. A. Beaver seconded. Motion carried unanimously.

Local Projects

Snyder stated he has provided exhibits and cost spreadsheet on corporate hangar arrangements to Don (Silvey) and Tom (Kapostasy).

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Airport Master Plan

Snyder stated large Indiana discretionary funds have not been released. Only four airports have been guaranteed discretionary funds. There will be no discretionary funds available in 2007 for Master Plan 3 or reimbursement of land acquisition.

Snyder requested approval of Master Plan III: Tasks 2, 4, 6, 7 (Public Involvement Program, Airport Base Map, Facility Requirements, and Alternatives Development & Evaluation) at a cost of \$124,965.50. The only modifications to the scope are minor; Woolpert made a modification to the airport layout plan that the noise analysis or noise contouring would be excluded from the AOP but would be taken up at the first environmental assessment. The FAA may want it in the AOP and we will figure the timing of the events at that time. It is approximately \$20,000 to get a noise contour analysis. Silvey stated there was an estimated fee for an environmental assessment for the runway extension and completion of the master plan were the two appropriations we hope to get in December or January. Is it possible to roll the noise contouring in the environmental assessment? Snyder stated absolutely. Silvey stated we are not going to be doing that between now and January? Snyder stated correct. Kapostasy motioned to accept Addendum #2 for \$124,965.50 with Woolpert for additional services for the airport master plan. Silvey asked if it is contingent upon release of funds from the State? Kapostasy stated yes. Moran seconded. Motion carried unanimously.

Snyder stated the first thing we need to do for the Master Plan is to establish the first steps of the process. The first step is for Aerofinity to establish the facility requirements. They make a determination based on amount of traffic, locations of traffic, wind directions, etc. on how the airport could be expanded that would be justifiable to the FAA. The FAA will indicate to us that there are limits and they look at wing coverage, justification, cost, and environmental impact. It is very important to get the FAA feedback as soon as possible. Aerofinity will start the facility analysis and Woolpert will take the alternative analysis, specifically for the cross wind runway, and begin to put some of that on there right now. The most complex situation with the master plan is the cross wind runway. It is very important to identify, the size and length has a social impact as well as a proposed development impact. Woolpert would like to bring, prior to the next meeting, some basic analysis of what Aerofinity has, show the alternatives and at the AAI Conference actually be able to make a presentation to Sandy and Nick. He would suggest doing it in a small group in a small setting with a board member, Montgomery Aviation and begin to talk with them about our data and proposed developmental alternative so we can start to see feedback. The last thing we want to do is show what we would like and they come back and tell us there is no way you are going to do it and take it off. It is important that they get some commitment of understanding. By November we would the capital improvements committee. We will discuss the FAA's preliminary comments, especially with the crosswind runway. We would then move onto an advisory committee meeting. We could establish what was stated from the FAA, the Board's seen it and then the advisory committee can build upon it. After that we should have the aerial mapping back and processed. Once it is processed we can merge the documents together and then real life data can be analyzed. Moran asked if this includes land acquisition proposals? Snyder stated it will include the land impact but it will be brief, it would be put in a volume format but would not disseminate whose acres.

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New Business

Tolson asked if there is funding for a new picture of the airport for the Commissioners Courtroom? Rauch stated Mid-States Engineering gave us the current picture. Snyder stated Woolpert will take a picture the next time they are flying.

Tolson asked Snyder if there is any chance of an informal meeting with the FAA at the conference? Snyder stated he is trying to find out what day the FAA will be available. Snyder will send the date and time to Kim and the Board.

2008 Proposed Meeting Schedule

Silvey asked the Board to review the proposed 2008 meeting schedule for action at the October meeting.

Meeting Dates

October 4 at 4:30 p.m.

November 8 at 6:30 p.m.

Legal Counsel

Howard stated we did not receive our appropriations for the appraisal from the State until last week. He has spoken with the appraiser and given him permission to proceed.

Silvey adjourned the meeting.

Present

Don Silvey, President
Tom Kapostasy, Vice President
Tim Tolson, Board Member
Ted Moran, Board Member
Allyn Beaver, Board Member
Chris Snyder, Woolpert
Mike Evans, Woolpert
Maria Muia, Aerofinity
Andrea Montgomery, Montgomery Aviation
Carl Winkler, Montgomery Aviation

Warren White, Willow Marketing
Jacob Gross, Noblesville
Evan Yoder, Russiaville
Alyssa Hill, Fishers
Wayne Rogers, Fishers
Erin Fulkerson, Fishers
Natalie, Burus, Fishers
Calah Nelson, Fishers

Approved

Attest

Don Silvey, President

Kim Rauch, Secretary

Date _____

Date _____